

**Virginia Department of Historic Resources  
Work Plan Implementing the Agency's Strategic Plan and  
Statewide Comprehensive Preservation Plan  
October 2006-September 2007**

**Overview**

**Mission: Put Virginia's History to Work**

It is the mission of the Department of Historic Resources (DHR) to put Virginia's history to work through the identification, recognition, and preservation of the Commonwealth's significant historic, architectural, archaeological, and cultural resources for the use and enjoyment of our citizens and communities.

**Agency Vision:**

Virginia is blessed with a rich and varied collection of historic resources ranging from archaeological sites that tell the story of Native American's living here over 16,000 years ago, to the settlement of Jamestown, frontier expansion and the struggle to create a new nation, industrial revolution and Civil War, to places associated with the Cold War and space exploration. Historic resources invigorate our economy, educate our children, inform and enhance our quality of life in communities all across the Commonwealth.

We envision a future for Virginia where historic places are recognized and managed as valuable and irreplaceable economic, cultural, and educational resources for the benefit of individual property owners, and for the communities in which we live, play, and work. We also envision DHR as a nationally recognized historic preservation and customer service agency that provides the tools and the leadership to inspire and assist property owners, developers, local governments and public agencies to ensure that Virginia's historic buildings, districts, sites and other historic properties are appropriately considered in public and private decision-making and effectively preserved and used for the benefit of our communities today and for many generations to come.

DHR's programs support a wide range of public and private efforts to make the most of irreplaceable historic resources that can and should benefit Virginia communities for generations to come.

**Statewide Goals Advanced by DHR's Strategic Goals, Objectives and Strategies**

- Elevate the levels of educational preparedness and attainment of our citizens.
- Be a national leader in the preservation and enhancement of our economy.
- Engage and inform citizens to ensure we serve their interests.
- Be recognized as the best-managed state in the nation.
- Protect, conserve and wisely develop our natural, historical and cultural resources.

- Ensure that Virginia has a transportation system that is safe, enables easy movement of people and goods, enhances the economy and improves our quality of life.

Toward these ends, the Department has adopted several broad goals and objectives to guide its actions over a six-year period. Each year it undertakes more targeted strategies that address one or more of these goals and objectives.

- Goal I:** Sustain and support communities, organizations, and agencies at all levels in their efforts to make historic resources a viable part of our environment well into the future
- Goal II:** Practice good stewardship, including good care and management and effective use of the information, records, and artifacts that the department holds in trust for the citizens of the Commonwealth
- Goal III:** Get the word out about the value of historic resources in educational and economic success and the tools available to put resources to work

### **Agency's Objectives and Strategies for 2006-2007**

#### **Goal #1:**

**Sustain and support communities, organizations, and agencies at all levels in their efforts to make historic resources a viable part of our environment well into the future**

#### **Objective 1.01**

**To increase the number of historic resources identified, evaluated, and registered**

**Overall success toward objective 1.01 will be assessed through the following measures:**

- **Numbers of properties added to the DHR historic resource database (Measure Baseline: 170,000 total entries through FY2005; Measure Target: +10,000 by the end of SFY2008)**
- **Number of historic properties listed on the Virginia Landmarks Register and/or National Register of Historic Places. (Measure Baseline: 2377 total at the close of FY2005; Measure Target: +90 in each of SFY2007 & 2008)**
- **Number of historic resources listed on the Virginia Landmarks Register and/or National Register of Historic Places that reflect Virginia's rich diversity (Measure Baseline: 154 total as of SFY 2002; increased to 234 by SFY 2005; Measure Target: +24 by the end of SFY 2008)**

## 2006-2007 Strategies for Objective 1.01

### Survey and Inventory

Projected additions to the inventory:

Architectural Survey	5000 properties added to inventory
Hectares (reconnaissance)	3,000
Hectares (intensive)	5,000
Archaeological Survey	800 sites
Hectares (reconnaissance)	5,000
Hectares (intensive)	500

Survey Program Manager with assistance from Cost-Share Survey and Planning Team:

- Revise program priorities for the Statewide Survey and Planning Cost-Share Program to bring them into alignment with Governor Kaine's initiatives to strengthen the link between land use and transportation and to support open space preservation.
- Coordinate with CLG manager and ORC to ensure that all DHR programs provide similar guidance to local governments and PDCs and support the governor's initiatives.
- Issue a Request for Applications from local governments and planning district commissions interested in undertaking joint survey and planning projects with DHR,
- Enter into agreements with selected localities and commissions to undertake priority projects in 2007-2008, and
- Have projects under contract and underway by September 30, 2007.

Regional offices will monitor projects selected for funding.

Regional office staff, in coordination with Survey Program Manager and RID, will monitor and bring to completion by October 2007 (unless otherwise noted in contract) the following projects: (Other projects will be funded after October 1, 2006)

- CRPO: (2006-07) Cumberland County Courthouse Historic District survey and register nomination; Lynchburg Design Guidelines (residential and commercial); Completion of Halifax County survey; City of Charlottesville Fifeville Neighborhood Survey and NR Nomination.
- NRPO: City of Fairfax Civil War Sites Survey; Spotsylvania Archaeological Assessment; City of Fredericksburg, Historic District Survey
- RRPO: Town of Rocky Mount, Franklin County CR Study of Pigg River Heritage Area and Public Education and Preservation Components of Comprehensive Plan; City of Roanoke, Survey and NR Nomination for Salem Avenue Historic District. Town of Blacksburg Historic District and Comprehensive Plan Update; Henry County, Smith River Heritage Education and Archaeological Survey; Franklin County, Booker T. Washington NM Viewshed Study and Visual Assessment of Adjacent Development

- TRPO: (2006-2007) Architectural surveys for James City County, Southampton County, and City of Hampton; architectural survey/register nominations for two historic districts, City of Emporia; architectural/archaeological assessment and register nomination for Mathews County Courthouse complex.

Survey Team will oversee and implement:

- Final revisions to DHR Survey Manual including updating:
  - Guidelines for Conducting Cultural Resource Survey in Virginia”
  - Cultural Resource Survey Guidelines to incorporate data entry guidelines for architecture and archaeology in the DSS
  - Architectural and Archaeological Assessment at the county/city level
  - Maps and tables showing statewide and regional survey coverage
- Request for Proposals for new Cost-Share survey and planning projects in 2007-2008.
- Roundtable discussion with key consultants and mailing for broad consultant review to fine tune updated Survey Manual.
- Refine old Cost Share project entries in DHR Project Database.

Regional offices will conduct limited surveys and field-testing to promote professional interest in larger theme studies of significant resources as follows:

- CRPO: Continue to conduct analysis of findings of archaeological investigation at Ft. Christanna in Brunswick County as funding permits; and, if negotiations with City of Richmond result in Phase II for the project, continue to oversee archaeological investigation at Lumpkins Jail.
- NRPO: Complete analysis of findings for the Third Winchester Battlefield archaeological study and continue to provide technical assistance to local governments and organizations relating to Civil War archaeology. Work with the Northern Shenandoah Valley Chapter of the ASV and Civil War collectors to survey and record Civil War sites in the Shenandoah Valley.
- RRPO: Conduct thematic survey of bricks and brickwork, 1790-1890; continue ongoing regional architectural survey with DSS entry; conduct subsurface assessment of Kentland slave quarters (44MY431) in Montgomery County; complete subsurface assessment of Overlook Cave in Smyth County; and conduct archaeological investigations of Twin Chimneys in Franklin County and assist with register nomination.
- TRPO: Continue annual updating of Virginia Company Period Archaeological Assessment for Eastern Virginia through field inspections and archival research. Work with York County Division of Parks and Recreation to set up an archaeological field display/tour for Virginia Archaeology Month 2006.

### **State and National Registers**

DHR will conduct 4 regular joint meetings of the Virginia State Review Board and the Virginia Board of Historic Resources, and a minimum of one board training session with an anticipated target of reviewing 90+ for registration, including all associated public and

local government notification, public meetings for all historic districts, and posting nominations and meeting minutes on the agency website.

Property Types	Projection
Districts (includes Amendments)-	15
Buildings-	70
Sites-	2
Structures-	2
Objects-	0
MPDs-	1

The following non-state-owned properties are anticipated for nomination (some may become final in the following annual cycle):

- CRPO: Fairmount Historic District nomination (CLG), City of Richmond; Cumberland County Courthouse Historic District (cost share); Southern Albemarle County Rural Historic District; others likely to come in as completed nominations include Elk Hill, Nelson Co.; Broad Street Historic District boundary increase, city of Richmond; William Byrd Park, City of Richmond; Boxley Place, Louisa Co., Dejarnette's Tavern, Halifax Co., Rose Hill, Albemarle Co.; Sydnor Cabin, Mecklenburg Co (diversity).; Bel Aire, Albemarle Co.; Patteson-Schutte House, City of Richmond; Fifeville Historic District, City of Charlottesville(diversity).
- NRPO: Long's Chapel, Rockingham County(diversity); George Chrisman House, Rockingham County; Temple Hall, Loudoun County; The Homestead Dairy Barns, Bath County; Kite Mansion, Rockingham County; Maury School, City of Fredericksburg; Locust Grove, Loudoun County; The Yard, Bath County; Sleepy Hollow, Loudoun County; John Gunnell House, Fairfax County; Holmes Run Acres Historic District, Fairfax County; Paris Historic District, Fauquier County; Marshall Historic District, Fauquier County; and Purcellville Historic District, Loudoun County.
- RRPO: Childress Churches MPD nomination, Carroll, Floyd, and Patrick Counties; Pleasant View nomination, Bedford County; Richlands Historic District nomination, Tazewell County; Salem Avenue Historic District, Roanoke City; Olive Branch Baptist Church, Bedford County(diversity); Fayette Street Historic District, Martinsville(diversity)
- TRPO: John Custis III Archaeological Site, Northampton County(diversity); Bellfield and Hicksford Historic District, City of Emporia; Union Free Baptist Church, King and Queen County(diversity); Old Wythe Historic District, City of Hampton; Pasture Point Historic District, City of Hampton; White Hall Tavern, James City County; Hobson Historic District, City of Suffolk(diversity); Register nominations for two historic districts, City of Emporia; Register nomination for Mathews County Courthouse complex.

DHR will continue to pursue World Heritage Listing for the State Capitol Building as part of the Jefferson theme that already includes Monticello. In this work plan cycle, Register staff will complete: Application for Inclusion of a Property in the U.S. World Heritage Tentative List

The Register staff will complete Standard Operation Procedures for the Architecture Evaluation Committee and the Register Manual (operations guide).

## **Objective 1.02**

**To increase the protection and/or rehabilitation and reuse of historic properties for economic and community benefits**

**Overall success toward objective 1.02 will be assessed through the following measures:**

- **Number of historic rehabilitation projects completed and certified by DHR (Measure Baseline: 32 in SFY1997; Measure Target:  $\geq 250$  through SFY 2008)**
- **Amount of private dollars invested in historic rehabilitation projects leveraged through state tax credits (Measure Baseline: \$40 million in SFY1997; Measure Target:  $\geq \$200$  million for each of SFY2007/2008)**
- **Total number of historic preservation easements (Measure Baseline: 384 in SFY2005; Measure Target: +12 in each of SFY2007/2008)**
- **Percentage of state and federal projects reviewed within 30 days of receiving completed documentation (Measure Baseline: 81% SFY 2003; Measure Target  $\geq 90\%$  each year)**

## **2006-2007 Strategies for Objective 1.02**

### **Rehabilitation Tax Credits**

Projected FY '07 Statistics:

<b>Federal</b>	
Part 1	162
Part 2	180
Part 3	158
<b>State</b>	
Part 1	321
Part 2	336
Part 3	314

- OPI staff will strive to provide quality customer service and timely review of applications.
- OPI staff will attend at least one educational or training session for professional development.
- OPI will begin planning for economic impact study to analyze how the state rehabilitation tax credit has encouraged private investment in historic resources,

leading to employment opportunities, stabilized neighborhoods, and tourism. OPI will draft and issue a request for proposals by end of 2006 to solicit consulting services for the study.

- OPI will provide quarterly reports to the Department of Taxation detailing the certification of Part 3 applications.

### **Easements**

- OPI will work toward a departmental goal of 400 easements by December 31, 2006.
- OPI will work proactively to achieve the Governor's goal of protecting an additional 400,000 acres of open space through conservation easements, by facilitating the voluntary donation of at least 12 historic preservation easements per year over the next three years (through 2009).
- OPI will evaluate and update the policies, guidelines, and documents for the easement program to ensure the best stewardship of historic properties and compliance with state and federal law. By June 2007, OPI will evaluate and revise Policy #6, "Amendments" and Policy #7, "Violations", in consultation with the Board of Historic Resources. OPI will draft Policy #8, "Archaeology" in consultation with DHR staff and state-wide archaeology associations, and submit it to the Board for consideration .
- OPI will provide the standard easement documents to the Office of the Attorney General each year for review and revision, if necessary.
- OPI will monitor each easement regularly through owner contact letters, technical assistance, site visits, and other means as appropriate. With the assistance of the Regional Offices, OPI will conduct 20 inspections each quarter.
- OPI will maintain the easement database, to ensure that contact and property information is accurate.
- OPI will work with the Easement Committee to review requests for approval for alterations to properties in a timely manner.
- OPI will begin a project to verify easement property boundaries and provide information for inclusion in Data Share Survey System. Target: design the project in cooperation with CoVA and verify property boundaries for one county as test case.

### **Project Review**

Review state and federal projects under environmental and preservation laws:

Anticipated review/consultation caseload:

Type of Action	Federal Projection	State Projection
Additional Information Provided	500	66
Survey	75	20
Eligible	50	10
No Effect	750	225
Not Eligible	70	25

No Adverse Effect	375	70
Conditional No Adverse Effect	80	10
Memorandum of Agreement	10	4
Programmatic Agreement	15	2
Technical Assistance	550	100
Adverse Effect	55	2

Review and/or issue and monitor state permits:

Permit type	Projection
Burial permits	4
State Lands (archaeology) permits	10
Cave Permits (reviewed)	2
Underwater Permits (reviewed)	2

ORC will encourage in cooperation with federal and other state agencies through training and review procedures smart managing growth and for good stewardship of natural and historic resources in advancement of Governor Kaine's initiatives to strengthen the link between land use and transportation and to support open space preservation.

ORC will continue to streamline procedures for state and federal projects

ORC will host a roundtable discussion and workshop with SHPO review and compliance staff in neighboring and other selected states to discuss joint problem and share solutions

ORC will develop a procedures manual to ensure consistency in reviews, smooth transitions in review, and to address emergency situations as per the agency COOP.

ORC will develop a minimum of five agency-specific operating protocols, programmatic agreements and categorical exclusions established to streamline the review process. Programmatic agreements are anticipated to be executed with the National Park Service Colonial National Historical Park for implementation of the Fire Management Plan, with the Air Force for the Housing Privatization Initiatives, with the Virginia National Guard for Implementation of the Integrated Cultural Resources Management plan (ICRMP), with Fort Eustis for Routine Maintenance Activities, with Fort Monroe for the BRAC process, with the Federal Energy Regulatory Commission for Routine



Pipeline Maintenance, with the Federal Highway Administration, Corps of Engineers, the Tennessee Valley Authority and the Virginia Department of Transportation for highway projects, with the HUD entitlement communities of Arlington County, and Winchester, the Virginia Office of the Fish and Wildlife Service for the Partners and Wildlife Program and Natural Resources and Damager Assessment program, with the Norfolk District of the Corps of Engineers for the Regulatory Program and the Formerly Used Defense Sites Program, and with the National Park Service Units of the Colonial National Historical Park and the Petersburg National Battlefield.

ORC will provide cross training to regional office staff and others who may have an interest in 106, NEPA and other environmental laws pursuant to the agency COOP in anticipation of emergency situations such as bird flu.

### **Comprehensive Planning**

DHR in cooperation with other state agencies will provide training for local governments on existing tools for managing growth and for good stewardship of natural and historic resources in advancement of Governor Kaine's initiatives to strengthen the link between land use and transportation and to support open space preservation.

Regional offices, in addition to working with local governments on survey and planning projects funded through the Cost Share Survey Program and through the Certified Local Government Program, anticipate provide planning services in support of regional and local planning efforts in the following communities:

- CRPO: Goochland County (for enhanced historic preservation program); and Boydton (local historic district ordinance).
- NRPO: Spotsylvania County ( review of county-wide historic preservation plan); Stafford County (proposed reduction of boundaries of Falmouth Historic District); Front Royal, Staunton and Stephens City ( in support of their designation as Virginia Certified Local Governments).
- RRPO: Franklin County (proposed development near Booker T. Washington National Monument): coordination of VT viewshed analysis, and implementation of survey findings; collaboration with Franklin County on implementation of DHR preservation recommendations made for Franklin County Comprehensive Plan 2025.
- TRPO: Isle of Wight County (historic resources ordinance/land use issues); City of Franklin (historic district ordinance); and Westmoreland County (historic district ordinance/land use issues).

### **Certified Local Governments**

DHR will manage 2006-2007 CLG grants for successful closeout by September 30, 2007:

- City of Williamsburg – Statewide CLG training.
- Loudoun County – Interactive Web Site creation.

- City of Petersburg – Design review guidelines.
- City of Richmond – Fairmont survey/district nomination.
- City of Roanoke – Design review guidelines.

CLG Coordinator will review priorities, solicit, and appoint a team to review applications, and select projects for 2007-2008 awards.

CLG Coordinator will update files on all CLGs, prepare an annual report and evaluate the status of eight CLGs ( selection to be determined in consultation with CLGs and regional offices) .

CLG Coordinator will assist in providing CLG two training sessions, including a statewide training workshop for CLG/ARBs at the Statewide Preservation Conference in 2007 and at another venue.

Promote program and make CLG promotion presentations on request. Targets may include:

- Isle of Wight County
- City of Portsmouth
- City of Newport News
- City of Staunton
- Town of Stephens City
- Town of Front Royal

CLG Coordinator and NRPO will foster regional cooperation among CLGs and ARBs in the NRPO service area through an organization of a regional workshop for CLGs and ARBs in Northern Virginia.

CLG Coordinator will reform a team to include DHR staff and local government representatives to devise strategies to improve the CLG program using the recommendations generated from the former CLG Task Force, through 9/30/2007. Likely focus will be ARB Board Member Training for Certification, development of policies and procedures for responding to inquiries and requests for assistance from CLGs, and assistance to the APVA/Preservation Virginia in fostering a statewide alliance of local historic preservation commissions and architectural review boards .

ORC will work with the CLG Coordinator to explore opportunities to integrate local zoning approvals with applicable federal laws such as the NHPA and NEPA for county projects that will revive federal funding, permits or licenses.

### **Federal Covenants**

Community Services Division will contact property owners and/or monitor sensitive treatment and public accessibility of 19 historic properties with existing federal

covenants through monitoring individual properties in tandem with inspections associated with state grants and easements.

<b>Property Name</b>	<b>Location</b>	<b>Region Exp. Date</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
White House of the Confederacy	Richmond	CRPO 4/28/2007				
Allmand-Archer House	Norfolk	TRPO 5/12/2007				
Point of Honor	Lynchburg	CRPO 5/19/2007				
Locust Grove	Buckingham	CRPO 5/23/2007				
Rising Sun Tavern	Fredericksburg	NRPO 7/7/2007				
Sears House	Staunton	NRPO 7/11/2007				
Bank of Accomac	Accomack	TRPO 6/5/2008				
Flint Run Archaeological Site	Warren	NRPO 6/9/2008				

### **State Historic Preservation Grants**

Manage the state historic preservation grants program, providing information and technical assistance as required.

- Manage 50 state historic preservation grants awarded by 2006 General Assembly and continue to administer 29 carry forward grants awarded by 2005 General Assembly; assist applicants as needed with grant applications and grant questions regarding historic and non-historic grants; and assist former grant recipients with help on maintaining their historic properties.
- Continue to maintain a DHR State Grants Project Database and update it as needed.

Establish and administer a new program of Civil War Preservation Grants.

### **Archaeology**

(Archaeological resources and activities are including in most other sections as well)

The State Archaeologist will work with the Archaeological Conservancy to acquire and preserve two archaeological sites in Virginia.

The State Archaeologist will establish a Priority Archaeological Sites list with the aid of COVA and ASV members to encourage education, stewardship, easement establishment and other means of site protection.

The State Archaeologist will initiate writing the State Archaeological Plan, completing five chapters.

TRPO will coordinate, with assistance from other regional office archaeologists and the State Archaeologist, the Threatened Sites Archaeological Research Program, minimally including research and related services on the following sites:

Maycock Point Excavation, Prince George County

Vance Site Assessment, Frederick County.  
Messongo Creek Site Assessment, Accomack County  
Baeher Site Assessment, Frederick County (tentative).  
Maycock Point Pollen Analysis, Prince George County.  
Statewide Archaeobotanical Database Analysis.  
Jordan's Point, Prince George County-Publication.  
Database of Archaeobotanical Evidence from Threatened Sites, statewide; &  
Direct Dating of Cultigens, statewide: both with RRPO participation.

DHR will consult with COVA, ASV and VCI in evaluating and ranking 2007-2008 proposals for Threatened Sites projects. Field offices will assist in evaluating proposals, prioritizing sites for funding, and provide volunteers with opportunities to contribute to DHR Threatened Sites archaeological projects.

DHR Collections staff will provide leadership and services designed to enhance management, research, and interpretation of archaeological collections held by other institutions statewide

- Work with COVA Curation Committee to improve collections management throughout the state: 1) Sponsor a workshop for contractors and researchers to discuss the revised DHR Collection Management Standards; 2) Create a database of archaeological collections across the state; 3) Encourage sound collection management practices by evaluating facilities across the state
- Provide collections management guidance and training
- Provide conservation services for other state agencies and museums.
- Oversee interns and volunteers to complete rehousing the c. 500 remaining boxes of artifacts in VCU collections. Encourage World Studies to take ownership and provide for this collection.

### **Objective 1.03**

**To advance state leadership by example in the stewardship of state-owned historic properties**

**Overall success toward objective 1.03 will be assessed through the following measures:**

- **Number of State-owned historic properties added to the Virginia Landmarks Register (Measure Baseline: 14 total (SFY 2002); 44 total (SFY2005) ; Measure Target: +10 (SFY2007/2008)**
- **Number of state-owned historic properties inspected to monitor condition of significant historical attributes (Measure Baseline: 30 (SFY 2003); Measure Target: ≥30 per year)**
- **Number of state-owned properties considered for preservation purposes, placed under treatment or management agreements (Measure Baseline: 2 in SFY 2002; Measure Target: 4 in each of SFY2007/2008)**

### **2006-2007 Strategies for Objective 1.03**

- Identify and develop a biennial list of historic properties on state-owned property that are eligible for listing as Virginia Historic Landmarks but which have not yet been registered. The first report is due by March 2007.
- Identify and develop a biennial list of significant historic properties on state-owned property, whether registered or not, that are threatened with deterioration, neglect, or loss. The first report is due by March 2007.
- Work with land-owning agencies to identify and register significant historic properties. Current targets include: Robert E. Lee Statue, Pocahontas State Park, Aldie Bridge, Twin Lakes State Park, Gunston Hall nomination update to include archaeology, Ninth Street Office Building, Clark Hall (UVA Law School), Old City Market (VCU), Sitterding House, 901 Floyd Avenue (VCU, Archaeological site 44SK0194, Lexington Plantation, Robinson House (VMFA), Twin Chimneys.
- Conduct ≥30 site-visits and inspections to assess condition of historic properties on state lands
- Work with land-owning agencies to develop management plans and strategies to improve stewardship of state-owned historic properties

ORC will work with VDOT staff to encourage the development of VDOT procedures to ensure the protection and consideration of historic properties under the jurisdiction of VDOT.

### **Goal #2:**

**Practice good stewardship, including good care and management and effective use of the information, records, and artifacts that the department holds in trust for the citizens of the Commonwealth**

### **Objectives for Goal #2**

#### **Objective 2.01**

**To improve the high quality, quantity, and use of historic resource inventory products, and services**

**Overall success toward objective 2.01 will be assessed through the following measures:**

- **Number of customers conducting research in the DHR archives or using DHR research services (Measure Baseline: 1588 customers served (calendar 1997); increased to 5360 in SFY2005; Measure Target: ≥5400 in each of SFY2007 and 2008)**

### **2006-2007 Strategies for Objective 2.01**

DHR Archives Staff will:

- Make historic resource survey records available through onsite research and archives search services to an expected 5,400 users
- Process and accession in a timely fashion an expected intake of 5,000 new survey records and 250 cultural resource management reports, plus incorporation of several thousand pieces of correspondence, newspaper articles, etc. into existing property files.
- Complete conversion of card catalogue for Library's monographs and dissertations into new Access electronic catalogue in SFY2007
- Rehouse DHR's slide and negative collections in new compact shelving in Archives by end of SFY2008.
- Rehouse all maps in Archives reading room, increasing their public accessibility, during SFY2007.
- Post all Virginia Landmarks Register nominations (with appropriate locational redactions for sensitive sites) on DHR's public website by end of SFY2007.
- Post maps showing boundaries of all Virginia Landmarks Register historic districts on DHR's public website by end of SFY2007.
- Continue cleanup of records within the Data Sharing System (DSS); merge records of individually recorded properties that are also recorded as contributing historic district resources with target date for completion by end of SFY2008.
- Continue comprehensive data entry for architectural survey records, with target date for completion by the end of SFY2008.
- Continue verifying and updating current digitized mapping layers in DHR's geodatabase (GIS) to ensure an accurate base line, with a target date for completion of Architectural resources by the end of SFY2007, and Archaeological resources by the end of SFY2008.
- Continue process of adding currently unmapped architectural resources on hard copy USGS quad maps and GIS for use in the DSS, with target date for completion by the end of SFY2008.
- Continue to add newly recorded archaeological and architectural resources to the GIS, with uploads into the DSS occurring on a weekly basis beginning during SFY2007.
- Continue working with localities to integrate more local parcel layers into DHR's geodatabase (2006 baseline – 24 local parcel layers in GIS); with goal of contacting all localities in 2007 seeking their data for use in more accurately mapping historic resources.
- Continue work on new Easement shapefile layer in GIS, with goal of having all DHR historic preservation easement boundaries mapped by end of SFY2008.
- Incorporate key internal agency Access databases into the DSS during SFY2007.
- Incorporate images files (including nominations) into DSS during SFY2007.

ORC will work with the Archives and other RID staff to establish procedures to ensure that historic properties in the VDOT ROW are entered as such in the DSS.

## **2.02 Maintain and manage the state's archaeological collections of approximately 6 million objects, and associated records**

State Archaeologist and Archaeological Collections Staff will:

- Process approximately 90% of all archaeological collections acquired from CRM firms and other sources within 6 months of their arrival.
- Catalogue, rehouse, and care for the collections (results will depend on availability of part time staff and interns).
- Provide conservation support for collections including pre- and post-exhibit condition assessments and technical support.
- Initiate a programmatic/comprehensive preventive conservation program for collections held by DHR. Monitor collections' environment to determine baseline for future assessment of effectiveness of climate control and Integrated Pest Management (IPM) program. Devise system to isolate incoming collections until checked for pest infestation.
- Visit other facilities in the region, especially Alexandria Archaeology and Fairfax County Parks Authority, to assess our goals and methods in relation to current standards of collections stewardship and to observe their successful volunteer programs.
- Implement a volunteer program for Collections.
- Continue group consideration of important space issues in Richmond HQ affecting Archives, Collections, Survey, and possibly other sections.
- Work with Fort Lee repository and VMNH toward goal of transferring collections there from DHR repository, creating more space for acquiring collections at DHR. Continue to provide technical assistance as needed.
- Implement conservation pre-program training to meet agency conservation goals. Train at least one college graduate in lab as pre-conservation training program intern.

**Objective 2.03 Analyze and rebury human remains in DHR's care.**

- The State Archaeologist and Archaeological Collections staff will consult with Virginia Council on Indians, family descendants, and other appropriate associated persons and organizations on locations and procedures, completing disposition of 75% of individual remains within one year of reaching agreement among consulting parties.

**Objective 2.04 Promote the use of DHR's uniquely comprehensive collections for research and interpretation.**

The State Archaeologist and Archaeological Collections Staff will:

- Contact five universities with potential topics for dissertations, theses, and senior papers based on DHR collections.
- Advertise availability to scholars, professional archaeologists, museum professionals and historical societies.
- Provide access and space to work. Annual goals of 5 loans of collections for research, tracked on outgoing transactions database, and 10 researchers using collections study room, tracked on sign-in sheet.

- Provide support and/or objects to 5 small museums and other venues for collections-based exhibits and interpretive programs in their facility. This will advertise our resources and encourage other organizations to use them. Current requests include: Jamestown/Yorktown Foundation, Governor's Land, Smithsonian, Virginia Historical Society, King William County, Clarksville Regional Museum, Chesterfield County Museum, Chrysler Museum and the Library of Virginia.
- Track day-by-day use of collections and Collections Section facilities by recording number and purpose of visitors to offices, lab, and study collections room.
- Update section resources by purchasing reference works on Virginia archaeology, collections management, and conservation.
- Develop an exhibit based on the activities of the Collections Section and display it at conferences and events, including the ASV/COVA Annual Meeting, SHA, and MAAC.
- Promote the analysis of copper, soapstone, chert, and jasper.

CRPO Staff will:

- Glass Science: continue the program of glass science research in conjunction with internships/volunteer training and other similar analytical projects as opportunities and funding are available.
- Gun Flint Research: Continue the program of gun flint research with emphasis on Fort Chiswell in cooperation with the Texas Historical Commission with grant assistance through the National Endowment for the Humanities.
- Jasper Trace Element Chemistry: If funded, expand scope of Eastern US jasper trace element chemistry using Brook Run and other eastern US jasper quarries.

**Goal #3:**

**Get the word out about the value of historic resources in educational and economic success and the tools available to put resources to work**

**Objectives for Goal #3**

**Objective 3.01**

**To increase knowledge and appreciation of Virginia's historic assets and how to use them for economic, educational, and civic benefit of communities throughout the Commonwealth**

**Overall success toward objective 3.01 will be assessed through the following measures:**

- **Number of participants trained by DHR training programs or classes (Measure Baseline: 2300 in SFY2003; Measure Target:  $\geq 2,500$  in SFY2007)**
- **Number of participants reached by DHR environmental education programs (Measure Baseline: 8,000 in SFY2003; Measure Target:  $\geq 12,000$  in SFY2007)**



- **Numbers of Historical Highway Markers placed on Virginia's highways (Measure Baseline: 2100 historical highway markers total; 66 new or replacement markers approved in FY2005; Measure Target: +25 I SFY2007)**
- **Number of participants reached by DHR education programs emphasizing Virginia's rich diversity (Measure Baseline: 2,000 in SFY2003; Measure Target: ≥6,000 SFY2007)**
- **Number of new or replacement historical highway markers that reflect Virginia's rich diversity (Measure Baseline: 209 total by end of 2003; Measure Target: +25 through SFY2008)**

### **2006-2007 Strategies for Objective 3.01**

Conduct or cosponsor historic preservation-related training for public agency and local officials, developers, property owners, etc. about in statutory requirements for historic resources and/or available preservation tools to support community goals.

- Collaborate with the APVA Preservation Virginia to provide four regional training workshops. (Fall 2006—Summer 2007) and develop a statewide preservation conference in Staunton in Fall 2007
- CLG Coordinator will assist in planning for a statewide training for CLG/ARBs at the Statewide Preservation Conference in 2007 or at another venue.
- RRPO's architectural historian will provide 2 workshops on introduction to historic masonry, preservation treatment, and repair of historic masonry structures: historic Lexington Foundation, October, 2006; and possibly Abingdon, Spring 2007
- The Office of Preservation Incentives (OPI) will conduct monthly "open house" sessions, during which tax credit review staff will answer questions and provide preliminary guidance to members of the public regarding current or potential tax credit projects. OPI staff will also hold one session each quarter in a Regional Office, so to reach the public in all areas throughout the state. Target: 12 Open House session in Richmond Office and 4 in Regional Offices.
- OPI will present training sessions for tax credit consultants and architects on targeted topics to provide a better understanding of the application process and *Secretary of the Interior's Standards for Rehabilitation*. Target: 2 training sessions per year.
- OPI will conduct at least 12 workshops or presentations on the rehabilitation tax credits for property owners, historical societies, real estate professionals, bankers, accountants, and others.
- Collections staff will initiate internships and Work Study programs with VCU and other post-secondary institutions.
- ORC will collaborate with VDOT in their annual training sessions for Transportation Enhancement applicants at locations throughout the state.
- ORC will collaborate with the Richmond Office of HUD to provide training workshops for HUD staff and for entitlement communities and other entities.
- ORC will collaborate with Rural Development to provide two training workshops for area offices, Planning District commissions and consultants
- ORC will collaborate with Corps Regulatory Branch to provide one training workshop and field experience

- ORC will provide two workshops on burial laws and cemetery preservation for other state agencies and local governments
- State Archaeologist, Community Services and ORC staff will collaborate to provide training to the Department of Forestry staff and private landowners on best management practices for historic properties, good stewardship and 106.
- Register staff will conduct a minimum of 2 consultant workshops, open to in-state and out-of-state contractors who either regularly work with DHR or intend to explore designation work.

Conduct or cosponsor educational activities for teachers, students, citizens, preservation organizations, government officials, etc. to foster a greater understanding and appreciation of historic resources.

- Co-sponsor with Virginia Historical Society a traveling exhibit and educational materials on the Three American Beginnings: Jamestown, Quebec and Santa Fe Exhibit, to be shown in Richmond and Washington DC in 2007.
- Cooperate with the Library of Virginia, Shenandoah University and other public agencies and institutions of higher education to develop and present the second annual Virginia History Forum in Richmond in April 2007.
- Participate in planning and execution of the Environment Virginia 2007 Conference to be held in Lexington on April 2007
- Collaborate with National Park Service's Chesapeake Bay Gateways Program, Department of Conservation and Recreation, Chesapeake Bay Foundation, Maryland Historical Trust and others to accomplish the following objectives:
  - Review and evaluate Chesapeake Gateway grant proposals and work with Gateway staff to ensure that Section 106 review requirements are properly incorporated into the grant-making process.
  - Assist in developing strategic goals and outcomes for the program
  - Assist in developing a "Friends of Chesapeake Gateways" support partner organization
  - Assist in planning for a Network-wide conference for Gateways in 2007-2008
- Collaborate with interested property owners, the College of William and Mary, and Virginia Indians in organizing and conducting a June 2007 field school at Werowocomoco in Gloucester County.
- Collaborate with Sweet Briar College in exploring the feasibility of developing a preservation center at the College in cooperation with regional school systems, historic sites and museums, and DHR.
- Make presentations to historical societies, preservation organizations and other groups as requested.
  - State Archaeologist and Collections staff will present at least 5 presentations at professional meetings and conferences and
  - Conduct at least ten tours and educational programming in the DHR Richmond lab and VHS museum for university archaeology classes, field schools, and other educational groups.
  - Each regional office will make a minimum of 12 educational presentations to historical societies, preservation organizations and other groups.
    - City of Alexandria Preservation Workshop

- City of Portsmouth—Cedar Grove Cemetery Workshop
  - Richmond Rotary
  - State Library Association
  - Virginia Science Museum
  - Society of Historical Archaeology
  - Society for American Archaeology
  - Historic Lexington Foundation
  - Association for the Conservation of Old Richmond Neighborhoods (ACORN)
  - Mid-Atlantic Archaeological Conference
  - Virginia History Forum
  - International Preservation Trades Workshop
- 
- Coordinate Virginia Archaeology Month, developing theme, poster, calendar of events and mailings to prospective hosts and participants.
  - Participate in VRUEC and collaborate with other VRUEC members. Update information on DHR programs and resources for VaNaturally Education Guide website. Promote DHR at Environmental Education Conference and Professional Development Meeting for VaNaturally Partners.
  - Conduct at least two archaeological field school programs through agency and private sector partnerships: Keyser Farm with USFS and ASV and Maycock with USFWS and ASV.
  - Initiate cooperative interaction with the ASV to provide meeting space and artifact process and learning opportunities.
  - Prepare and staff displays and activity booths promoting historic preservation and DHR programs at five or more venues such as State Fair of Virginia, Virginia Naturally Environmental Education Conference, Museums on the Boulevard Teachers' Reception, Virginia Conference of Social Studies Educators, Virginia Association of Science Teachers, ASV Annual Meeting, Society for Historic Archaeology Annual Meeting and MAAC.
  - Promote agency educational products, including Solving History's Mysteries, ARKs (Native American and African American), and other sponsored/cosponsored exhibits and events.
  - ORC will explore opportunities for education of the general public on burial laws and cemetery preservation to local governments

Increase official public recognition and public awareness of historic places representing Virginia's rich and diverse historic heritage

- Register a minimum of 12 historic properties that recognize persons or events associated with diversity themes as Virginia Historic Landmarks (included in register section above)
- Reach a minimum of 1500 citizens, teachers, and students through diversity in history educational programs. (See general education strategy as well.)
- Feature diversity preservation topics in publications and Web site:

- *John Smith's Chesapeake Voyages, 1607-09* (with University of Virginia Press, May 2007)
- Conserve at least ten Native American or African American artifacts.
- Maintain and strengthen DHR's partnership with Virginia Council on Indians by working with the Council on common educational goals.
- Partner with COVA and ASV in organizing and conducting two 1-day workshops, one on Native American ceramics and one on Native American projectile points, giving professionals a forum to present papers and exchange samples and information.
- Partner with Virginia Museum of Natural History (with input invited from VCI) to adapt the VMNH exhibit, *Three Cultures, Three Stories*, for web delivery, extending its reach statewide (and beyond).
- Update Native American ARK teachers' guides and add new materials. Check and update those in distant locations in conjunction with visits to Regional Offices.
- ORC will continue to work with the Virginia Council on Indians, the state recognized tribes and Federally recognized tribes with an interest in Virginia to ensure that the native community has a voice in the environmental review process
- DHR will partner with the Virginia Historical Society to have 10 African American historical markers and 10 Virginia Indian markers, not currently covered by the marker program approved by the Board of Historic Resources by December 2007. The Virginia Council on Indians will also aid in writing and researching the Virginia Indian related markers.
- DHR will leverage a minimum of 15 diversity-themed markers from private sponsors

Develop new educational tools for use by DHR, teachers, museum educators, etc.

- Create a resource "kit" (on-line and/or in print) of tools and opportunities to give to a community after register designations have been made to help them take civic pride and recognition to the next step of education and outreach.
- Complete the Maggie Walker Teaching With Historic Places lesson plan and incorporate this and other TWHP concepts into the various community "toolkits" in production,
- Develop and Publish a "Guidebook for Historic Property Owners" Suitable for Statewide Use.
- Distribute at least thirty copies of the archaeological conservation CD produced by the Mid-Atlantic Conservators Group.
- Create three new storyboard displays of Archaeology and Collections activities for ground floor lobby windows.
- Create a Collections Management exhibit for upcoming professional meetings.

Expand potential of the DHR Website:

- Continue conversion of the Website to meet CSS accessibility mandates and ongoing assessment of the site pages for compliance;
- Develop more fully the educational potential of the DHR Website. Some possibilities under consideration include:

- Exploring the feasibility of reinstituting the DHR newsletter in a digital format via the internet or as an e-mail newsletter.
- Contract to produce additional archaeology-based interactive modules for DHR website, including possibly one to address the different types and quantities of information gained from artifacts by collectors as opposed to by archaeologists.
  - Contract an interactive web module illustrating types and quantities of information gained from scientific excavation by professional archaeologists
  - Create and publish to website the Calendar of Events for Virginia Archaeology Month.
  - Contract to produce a website section about coastal plain ceramics.
- Create interactive highway marker section for DHR website.
- ORC will develop more fully the educational potential of the DHR Website for environmental review. Some possibilities under consideration include viewshed analyses and cell tower reviews.
- ORC will develop materials for the web site in collaboration with the Virginia Council on Indians, the state recognized tribes and Federally recognized tribes with an interest in Virginia to increase general knowledge of the role of the Native community in the environmental review process.

Pursue an active publications program including:

- The annual journal *Notes on Virginia* to include standard articles on register, tax credit projects, and historical highway markers, plus articles on
  - Roanoke's one-time thriving African-American Henry Street business district
  - Fort Monroe's fabulous history
  - An overview of Virginia's underwater prehistoric and historic archaeological sites;
  - Virginia's "lost" communities, based on a project underway with Virginia Tech's Community Design and Assistance Center
- A special issue of *Notes on Virginia* in Spring 07 dedicated solely to the Civilian Conservation Corps structures and landscapes in the state, including the first six state parks, portions of the Blue Ridge Parkway, and other places throughout the state.
- A special publication on *Virginia – Kent County, England Connections*: To assist in furthering the many goals of the Kent-Virginia Project, for the general reader and traveler that underscores the historic connections and other features between Virginia and East England.
- Other publications: Update, revise, reprint and distribute informational and advisory publications that DHR customers need to meet their preservation goals and to use DHR services, including
  - A Year End Report;
  - Archaeological technical and research reports, as scheduled;
  - Press releases and promotional efforts to raise awareness and encourage community involvement in Historic Preservation Week, Virginia Archaeology Month, highway marker and register listings, and CLG and cost share awards.
  - Work toward revised editions of the following two titles:

- *A Guidebook to Virginia's Historical Markers* (target for updated edition: 2007)
- *Virginia Landmarks of Black History* (target for updated edition: 2008)
- *The Virginia Landmarks Register* (target for updated edition: 2009)
- Plan for and begin developing a book on Virginia's Historic Districts.
- *John Smith's Chesapeake Voyages, 1607-09* (with University of Virginia Press, May 2007)

Bring archaeological research to completion through reports available to scholars and the public alike:

- NRPO will submit for publication the completed 3<sup>rd</sup> Winchester Civil War archaeological study to the Quarterly Bulletin of the Archaeological Society of Virginia.
- If special funds are allocated, NRPO will work with the City of Alexandria to complete a popular booklet for Civil War archaeology in Alexandria.
- RRPO will complete draft final report on Fox site.
- TRPO with regional office archaeologists and the Richmond office curation staff will prepare two Threatened Sites project manuscripts suitable for publication, following recommendations of publication priorities by VDHR/ASV/COVA Threatened Sites Committee.
- TRPO with the DHR/ASV/COVA Threatened Sites Committee will continue to implement a plan for publishing the Jordan's Point excavations, completing first phase with publication of popular report.

Respond to client applications for new Historic Highway Markers, produce Diversity markers and leverage Diversity markers using a combination of private or local funds to prepare approximately 30 new marker texts and follow through to approval level.